

St. Mark's EPISCOPAL CHURCH

Capitol Hill

3rd & A Sts SE,
Washington, DC



Minutes of the Vestry

8-24-20

Attendance

Clergy: Michele Morgan, Rector

Wardens: Ryan Baugh, Sr. Warden; Jim Pittman, Jr. Warden

Vestry: Kit Arrington, Brent Bickley, Linell Grundman, Fritz Henn, Christina Herman, Brandon Knight, Amber Macdonald, Andrew Stafford, Shay Waye

Officers: Kim Bayliss, Register; John Edwards, Treasurer

Guests: Jaclyn Davidson, District Montessori; George Meng, Liability Consultant; Randy Marks

Opening Prayer: Led by Michele Morgan

Continuation of Discussion from 8-17-20: The Vestry met to finish consideration of the revised space use agreement between St. Mark's and District Montessori for the 2020-21 school year. The Rector circulated documents to the Vestry prior to the meeting for review. These included District Montessori's Parent Handbook, Employee COVID-19 Procedures, DC Government's Child Care Facility Guidance, School Calendar, and Floor Plan indicating student to classroom ratios.

District Montessori's Head of School, Jaclyn Davidson, was present for the first part of the meeting to answer questions from Vestry Members about the school's plans to re-open and procedures to deal with COVID-19. Each Vestry Member was given the opportunity to ask questions about the school's plans and procedures for managing the coronavirus. Ms. Davidson departed the meeting after all Vestry Members had asked their questions.

George Meng reported that St. Mark's has comprehensive insurance coverage that should cover all possible theories of potential liability.

The Rector confirmed with the Counsel for the Episcopal Diocese of Washington, Don Crane, that the re-opening of District Montessori in St. Mark's space complies with Phase Two of EDOWs reopening plan since it involves less than 50 people.

The Rector announced the formation of the Regathering Committee. Its responsibilities include setting criteria for opening the church, allowing employees back in the office, and one-time rentals.

The Rector will send a letter to all parishioners announcing the formation of the Committee and the Vestry's decision regarding District Montessori.

Motion: Amber Macdonald moved that the Vestry approve the contract and addendum between St. Mark's and District Montessori for school year 2020-21. Andrew Stafford provided the second for the motion.

Motion to Amend the Motion: Christina Herman moved to amend the motion to make approval contingent on additional language to permit St. Mark's to terminate the agreement. Linell Grundman seconded the motion.

The vote on the amendment was conducted by show of hands via Zoom. The final vote was 11 (every member of the Vestry and Wardens) in favor and 0 against. The Rector abstained.

The vote on the Macdonald motion, as amended, was conducted by show of hands via Zoom. The final vote was 11 in favor (every Member of the Vestry and Wardens) and 0 against. The Rector abstained.

The Sr. Warden announced a return to the regular schedule of meetings, the third Monday of each month.

After the closing prayer, the meeting adjourned.